

**BOARD OF TRUSTEES
LONG BEACH COMMUNITY COLLEGE DISTRICT**

**Minutes of Meeting of
March 23, 2010**

The meeting of the Board of Trustees of the Long Beach Community College District, County of Los Angeles, California, was held in Building I, Liberal Arts Campus, 4901 E. Carson Street, Long Beach, on March 23, 2010.

CALL TO ORDER

The meeting was called to order at 4:00 p.m., the items to be discussed in closed session were announced and the meeting was adjourned to closed session.

The meeting was reconvened in open session at 5:05 p.m., in the Board Room, Building I, Liberal Arts Campus. President Bowen reported that, in closed session, that the Board approves the non-renewal of contract for employee ID #0565731.

PLEDGE OF ALLEGIANCE

Jeff Kellogg led the Pledge of Allegiance.

ROLL CALL

Present: President Bowen, Vice President Clark, Member Kellogg, Member Otto, Member Uranga, Student Trustee Green

WELCOME AND INTRODUCTIONS

Superintendent-President Oakley welcomed Mr. Pat McKean who is an advisory to our journalism program and the students who were observing the meeting as beginning news-writing students. President Oakley introduced Mr. Larry Labrado who represents Southern California Edison who was at the meeting to present to LBCC a check for \$100,000 for the recipients of their Green Jobs Education Initiative to provide annual scholarships to students studying in the college's green program.

APPROVAL OF MINUTES

It was moved by Member Clark, seconded by Member Kellogg, that the minutes of the meeting of, March 9, 2010, be approved as distributed. The motion carried, all voting aye. Trustee Otto abstained due to his absence from the last meeting.

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ORDERING OF THE AGENDA

President Bowen announced that items 9.1 Superintendent-President's Report and 10.1 Sabbatical Report be re-ordered to immediately before the report of the Board of Trustees.

ACADEMIC AFFAIRS

Sabbatical Report

Dr. David Morse, LBCC Department of English, presented his report on Better Reading Makes Better Writing: Addressing Reading Difficulties in the Composition Classroom.

SUPERINTENDENT-PRESIDENT

Superintendent-President's Report

President Oakley congratulated our CRM staff for their winning two bronze Paragon Awards, one in the category of *Poster Design* and one in the category of the *Direct Mail Campaign* at the National Council for Marketing & Public Relations conference. He thanked Lynn Hernandez and Bill Zeilinger and the entire staff led by Chi-Chung for their work year in and year out.

President Oakley said he had the opportunity to attend the student rally in Sacramento yesterday on the steps of the capital to send a message to the legislature about preserving the educational opportunities of students. He visited several legislators' offices and it is obvious that we have a lot of work to do to influence what is happening in Sacramento. The reality of what is going on in the capital is impacting everyone's life now and in the future.

President Oakley addressed the proposal to cut the 2010 summer schedule in half from last year's schedule. The college receives funding to educate a certain number of students and we have exceeded that funding limit to an equivalent of 900 students. President Oakley told the students who were in the audience that the college would make a decision in five days as to cut the summer session or keep it. The Board is committed not just to protect access for students but to provide every opportunity for every student to succeed while they are here. The summer discussion has been under discussion for awhile; summer is considered a discretionary period. This is not a problem for only summer 2010; it is a problem for the next two academic years. There has been no decision made to cancel summer schedule; the topic has been up for discussion only. He said he appreciates everyone who came out here and encourages the district to work on ways to reduce the budget deficit and not put the burden on the students.

Don Berz said their charge was to gather information to consider what changes should be made. 984 FTEs not funded represents \$3,700,000 that we are not getting funded for. The District will notify our students as soon as a decision is made.

President Bowen announced that the Public Comments on non-agenda items would be moved from the later part of the meeting to here.

PUBLIC COMMENTS (NON-AGENDA ITEMS)

At their request, members of the public will be given the opportunity to address the Board of Trustees on matters of general District business. This is the time for members of the

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public to speak and be heard and share their comments with the Board and for the Board to listen. Therefore, the public should not expect the Board to comment or respond to public comments. A particular position should not be inferred if there are no Board member comments during this time.

A total of five (5) minutes will be allotted to each subject, unless extended by the Board President. After receiving testimony, the Board may recommend placing such item or item(s) on the agenda of a future meeting or referring the item(s) to staff for a report.

Students Gavin Centeno, Christian Caldera and Brittney Padilla, representing many students who were in the audience, and DeWayne Sheaffer, president of CCA, addressed the Board regarding the subject of summer school classes, as they fear that they are going to be cancelled. The classes are essential to many students who have planned on these classes to succeed with their paths to their success; without enough notice that the classes would not be available, it would only add more time before they would be able to transfer out; they all urge the district to come to a decision quickly.

REPORT OF BOARD OF TRUSTEES
CCCT Board of Directors, Election - 2010

It was moved by Member Uranga, seconded by Member Kellogg, that the Board of Trustees submit the following names for CCCT Board of Directors:

*Louise Jaffe	Santa Monica CCD
Cy Gulassa	Peralta CCD
*Isabel Barreras	State Center CCD
*Donald L. Singer	San Bernardino CCD
Jerry Hart	Imperial CCD
*Walter G. Howald	Coast CCD
Bob Hughlett	Cerritos CCD

The motion carried, all voting aye.

CCA-LBCC Initial Bargaining Proposal to District

President Bowen announced the public hearing open and called for comments. Hearing no response, President Bowen declared the public hearing closed.

Committee Reports

There were no committee reports.

STUDENT TRUSTEE

Student Trustee Green announced that a good number of ASB representatives went to Sacramento for the March on March to stand at the state capital and represent LBCC, as well as the community colleges all throughout the state to persuade legislators to consider the preservation of education in terms of our future. The Mini Grand Prix is on March 27 at PCC. Ms. Green also said she supports keeping the summer session classes for 2010.

PUBLIC COMMENTS ON AGENDA ITEMS

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At their request, members of the public may address the Board of Trustees on any item prior to or during the Board's consideration of that item. A five (5) minute time limit will be allotted to each speaker, with a maximum of twenty minutes for each subject, unless extended by the Board President. There were no further comments.

The following items were part of the Consent Agenda

HUMAN RESOURCES (Academic)

Approve/ratify the following actions:

APPOINTMENTS

Academic Administrative Appointments	3
Stipend	1

IN-SERVICE CHANGES

Change of Title – Contract	1
Department Head Election	1

HUMAN RESOURCES (Classified)

Approve/ratify the following actions:

APPOINTMENTS

Probationary	2
Temporary	7
Exempt from the Merit System	20

The motion carried, all voting aye.

FISCAL SERVICES

Approve the following actions:

FINANCE

Budget Transfers

Budget Transfer numbers 132888, 132891, 132894, 132896, 132907, 132924 and 132972 for the Unrestricted General Fund 01 in the amount of \$60,222 as listed:

From: Supplies	\$ 20,825	
Services and Operating Expenses	38,616	
Equipment	<u>781</u>	\$ <u>60,222</u>
To: Classified Salaries	\$ 4,528	
Employee Benefits	544	
Supplies	11,572	
Services and Operating Expenses	17,461	
Equipment	<u>26,117</u>	\$ <u>60,222</u>

There are no budget transfers greater than \$25,000 for the Unrestricted General Fund 01.

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Budget Transfer numbers 132893, 132895, 132916, 132937, 132960 and 132961 for the Restricted General Fund 12 in the amount of \$217,782 as listed:

From: Classified Salaries	\$	36,563	
Employee Benefits		4,914	
Supplies		11,083	
Services and Operating Expenses		13,643	
Equipment		111,018	
Reserves		<u>40,561</u>	\$ <u>217,782</u>
To: Academic Salaries	\$	15,000	
Employee Benefits		2,100	
Supplies		35,860	
Services and Operating Expenses		152,548	
Equipment		<u>12,274</u>	\$ <u>217,782</u>

Included in the budget transfers of \$217,782 for the Restricted General Fund 12 are the following transfers greater than \$25,000:

<u>AT</u>	<u>From:</u>		<u>Amount</u>
132895	243000-12-499900-0220	Salaries Hourly Instructional	\$ 30,357
	395100-12-499900-0220	Employee Benefits	3,643
	<u>To:</u>		
	514000-12-499900-0200	Professional Services	\$ 34,000

To cover expenses for contract for sign language interpreter.

<u>AT</u>	<u>From:</u>		<u>Amount</u>
132937	641000-12-660500-0550	Equipment Instructional	\$ 97,971
	<u>To:</u>		
	589500-12-160100-0550	On-Line Service/Software Licensing	\$ 97,971

To cover expenses for Library online database.

Budget Transfer number 132971 for the Capital Outlay Projects Fund 41 in the amount of \$2,098 as listed:

From: Supplies	\$	<u>2,098</u>
To: Equipment	\$	<u>2,098</u>

There are no budget transfers greater than \$25,000 for the Capital Outlay Projects Fund 41.

Budget Transfer number 132899 for the General Obligation Bond Funds 43, 44, 45, 46 in the amount of \$19,500 as listed:

From: Construction/Additions	\$	<u>19,500</u>
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To: Supplies	\$	500	
Services and Operating Expenses		<u>19,000</u>	\$ <u>19,500</u>

There are no budget transfers greater than \$25,000 for the General Obligation Bond Funds 43, 44, 45, 46.

Salary Warrants

Ratify issuance of salary warrants listed on Register Nos. 4595 through 4597 for the period of February 15, 2010 through February 26, 2010 in the amount of \$6,174,409.11, as listed:

Register No. 4595 Issue Date 02/16/10	Warrant No's. 93321 - 93347	\$	37,764.63
Register No. 4596 Issue Date 02/16/10	Warrant No's. 93348 - 93374	\$	380,247.00
Register No. 4597 Issue Date 02/16/10	Warrant No's. 93375 - 93463	\$	5,756,397.48
Total Salary Warrants Issued:		\$	<u>6,174,409.11</u>

Commercial Warrants

Ratify issuance of commercial warrants listed for the period of February 15, 2010 through February 26, 2010 in the amount of \$2,703,373.35, excluding employee benefits and utilities:

Unrestricted General Fund 01	\$	712,927.71
Restricted General Fund 12		103,628.79
Child and Adult Development Fund 33		743.82
Capital Outlay Projects Fund 41		23,223.86
General Obligation Bond Funds 45, 46		1,744,041.57
Veterans' Stadium Operations Fund 58		33,371.31
Self Insurance Fund 61		11,418.91
Student Financial Aid Fund 74		49,522.50
Payroll Clearing Fund 76		<u>24,494.88</u>
Commercial Total Warrants:		\$ <u>2,703,373.35</u>

Included in the total warrant expenditure of \$2,703,373.35 are the following payments greater than \$25,000, excluding employee benefits and utilities:

Unrestricted General Fund 01

1. \$ 56,660 to *KLOS FM Radio* for on-the-air advertising for fall 2009/winter 2010.
2. \$ 44,371 to *Schools Excess Liability Fund* for Workers' Compensation claims for outstanding and incurred assessment periods from 1995-1996 through 2001-2002.

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3. \$ 42,823 to *Protected Insurance Program for Schools* to cover additional contribution for 2008-2009 based on actual payroll.
4. \$ 29,870 to *Enterprise Fleet Services* lease agreement for eight 2010-E250 12-passenger vans from December 2009 through June 2010.

General Obligation Bond Funds 43/45/46

1. \$ 686,933 to *City of Long Beach* for expenditures related to the purchase of property at 1501 East Pacific Coast Highway acquired for the expansion of the Pacific Coast Campus.
2. \$ 367,008 to *Solpac Construction, Inc.* for construction of the Liberal Arts Campus Learning Resource Center.
3. \$ 99,472 to *Hill Partnership, Inc.* for architectural services for the Pacific Coast Campus Multi-Disciplinary Academic Building.
4. \$ 81,485 to *Krueger International, Inc.* for furniture for the South Quad Complex.
5. \$ 68,963 to *Miller Environmental, Inc.* for demolition projects at the Liberal Arts Campus.
6. \$ 62,198 to *First Regional Bank* for escrow retention for construction of the Liberal Arts Campus Learning Resource Center.
7. \$ 56,197 to *RMA Construction Services, Inc.* for bond program technical support services.
8. \$ 40,941 to *Bobco Metals* for the installation of handrails at the Liberal Arts Campus South Quad Complex.
9. \$ 40,032 to *Winston Financial Group, Inc.* (accountants for Titanium Construction Group, Inc.) for installation of automatic door openers at the Liberal Arts Campus South Quad Complex.

Veterans' Stadium Operations Fund 58

1. \$ 25,293 to *C & CE Equipment-John Deere Company* for a precision cut hydraulic athletic field mower and cutting units for the Veterans' Stadium.

Student Financial Aid Fund 74

1. \$ 49,435 to *California Student Aid Commission* for Cal Grant funds received in 2008-2009 in excess of disbursement by the Financial Aid Department.

Budget Increase (Decrease)

Restricted General Fund 12

2009-2010 New Budget:

Public Education and Government Program \$ 66,666

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2009-2010 Budget Revisions:

CalWorks GAIN-TANF Program (Temporary Assistance for Needy Families)	\$	48,150
CalWorks Work Study Program	\$	8,124
CA Clean Energy Work Force Training Program	\$	5,562
CalWorks Coordination Program	\$	(5,837)
DPSS Program	\$	(86)

Contract/Community Education Fund 59

2009-2010 New Budgets:

Pharmacy Technician Training Program	\$	98,820
Computer Training Program		23,472
LNG (Liquefied Natural Gas) System Training Program		6,770

2009-2010 Budget Revisions:

Southern CA Regional Training Consortium Program	\$	1,008
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ACADEMIC AFFAIRS, STUDENT SUPPORT AND ADMINISTRATIVE SERVICES

Authorize the Vice President, Administrative Services, or designee to enter into and execute the following agreements:

Grant/Revenue Agreements

CN 93003.8 – Ratify – With *Los Angeles SMSA Limited Partnership dba Verizon Wireless*, Amendment #1, to extend the term of the agreement from December 31, 2009 to December 31, 2014.

CN 93148.7 – Ratify – With *City of Long Beach, Long Beach Harbor Department* effective October 1, 2009 through March 31, 2011. Amount of funding is \$49,140.

Bond Contract Awards

CN 22040.3 – With *R2A Architecture*, effective March 24, 2010 through December 31, 2010 for a fixed-fee amount of \$35,198, paid from General Obligation Bond Fund.

CN 22040.4 – With *Silver Creek Industries, Inc.*, for Book Store Modular Project at the Liberal Arts Campus for a total contract amount not to exceed \$217,499, paid from General Obligation Bond Fund. Per Public Contract Code §20651, the District is awarding to the lowest responsible bidder and rejecting all others.

Bond Contract Amendments

CN 22033.4 – With *P2S Engineering, Inc.*, Amendment #1, to extend the termination date from December 31, 2009 to April 30, 2010 at no additional cost.

Contract Awards

CN 95009.4 – With *SchoolsFirst Federal Credit Union* and *National Benefits Services, Inc.* to provide 457(b) Third Party Administrator Services effective April 1, 2010 through December 31, 2012.

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Contract Amendments

CN 99662.7 – With *Greenside LLC*, Amendment #1, to increase the contract amount by \$5,175 for a total contract amount not to exceed \$41,575, paid from Restricted General Fund.

Change Order Ratifications

CN 99642.9 – With *Solpac Construction, Inc. dba Soltek Pacific Construction Company, Inc.*, Change Orders #26 and #27 for the Industrial Technology Complex Replacement Project – Phase 1 at the Pacific Coast Campus in the amount of \$85,848 and a credit in the amount of \$40,362, respectively, for a total contract amount not to exceed \$14,147,104 paid from General Obligation Bond Fund. Total approved change orders represent 9.62% of the contract amount.

Background – Change Order #26 is for muck footings, metal panel wall, grills at welding booths, added support to parapet, additional drywall, hardware and flashings, removal of column and modifying glazing. Change Order #27 is for substitution of materials and removal of scope.

Amendment to Board Action

CN 99663.5 – To amend the board action of February 23, 2010 with *Village Green Global, Inc.* to revise the not to exceed amount from \$30,000 to \$42,600.

CN 99663.9 – To amend the board action of February 23, 2010 with *California Building Performance Contractor Association* to revise the not to exceed amount from \$37,500 to \$51,750.

Ratification of Contracts Under \$25,000

Ratify contracts under \$25,000 for the period of February 15, 2010 through February 26, 2010 as listed:

CN #50023.4	No Cost
CN #95009.3	\$ 1,000
CN #99664.7	\$ 3,000

Surplus Equipment

Declare various floor maintenance equipment utilized by the Automotive Mechanics Department as surplus and authorize the disposal in accordance with Education Code §81452.

Declare appliances previously used in the Athletics Department as surplus and authorize the disposal in accordance with Education Code §81452.

Declare the following carts utilized by the Grounds & Transportation Department as surplus and authorize the disposal in accordance with Education Code §81452:

Cushman Cart	CC#86411
Jacobsen Cart	CC#89533

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PURCHASING

Purchase Order Approvals/Ratifications

Authorize the issuance of purchase orders for the period of February 15, 2010 through February 26, 2010 in the amount of \$318,591.09 as listed:

PO #64461 – PO #64560	\$ 318,591.09
Total Amount	<u>\$ 318,591.09</u>

Included in the total amount of purchase orders of \$318,591.09 are the following items greater than \$25,000:

General Obligation Bond Fund - 45

PO #64529	<i>Apple Computer, Inc.</i>	\$ 53,781.00
	Computer equipment for LRC Broadcasting Room at LAC	

General Obligation Bond Fund - 46

PO #64548	<i>Cirks Construction, Inc.</i>	\$ 43,310.50
	Repair leak in parking lot at PCC campus	

It was moved by Member Clark, seconded by Member Uranga, that the items on the Consent Agenda be approved and authorized.

The motion carried, all voting aye.

Resolution, Reduction of Classified Service, 2009-2010

It was moved by Member Kellogg, seconded by Member Otto, that the Board of Trustees Adopt Resolution No. 032310B, Reduction of Classified Service, 2009-2010.

The motion carried, all voting aye.

Approval of CCA-LBCC Initial Bargaining Proposal to District

It was moved by Member Clark, seconded by Member Uranga, that the Board of Trustees adopt the CCA-LBCC Initial Bargaining Proposal dated February 16, 2010 for successor agreement negotiations with the District.

The motion carried, all voting aye.

ACADEMIC SENATE (Title 5, Section 53203)

No Items, No Report

STUDENT SERVICES

Report on Transfer Success Program

Dr. Kaneesha Miller, Dean, Counseling and Student Support Services, and Ruben Page, Coordinator, LBCC LAC Transfer Center, provided an update on transfer programs and services, identify transfer partners, and both speak to the issues that affect transfer readiness and how the College is addressing those problems.

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ADMINISTRATIVE SERVICES

No Items, No Report.

PACIFIC COAST CAMPUS

No Items, No Report

ECONOMIC AND RESOURCE DEVELOPMENT

No Items, No Report

ACADEMIC SENATE

Senate President, Kevin Ryan, informed the Board that the Senate met and passed a motion to *not* endorse cancelling summer school due to the impact it would have on the students at such a late time.

TRUSTEES COMMUNICATIONS

Member Otto briefly explained that because he was absent from the last Board meeting when a resolution from this prior meeting did not pass, it has raised issues about what the Board of Trustees should be considering when submitting resolutions by the Board and he has requested that it be laid over until some further research could be done. Member Otto will research some policy for the Board on how they address resolutions; he wanted everyone to understand why this resolution was not back on the agenda for tonight.

NEW BUSINESS

There was no new business.

FUTURE REPORTS

Future Reports or Discussion Items Requested by Board Members:

California Leadership Alliance for Student Success (CLASS) Initiative

- Monthly Reports/Discussions on the Initiative Projects

Next report for Board of Trustees will be on April 27, 2010. Subsequent dates will be determined based on calendar of Board Meetings adopted for 2010.

- **BOARD OF TRUSTEES GOALS 2009-2011 will be reported on as follows:**

May 25, 2010

3. **IMPROVE ORGANIZATIONAL FUNCTION CREATE A GREATER SENSE OF COMMUNITY AND CONTINUE COMMUNITY OUTREACH EFFORTS**

- E. By May 2010, review and access the outreach of the LBCCD to the greater Long Beach community to educate the public of the importance of education to the wellbeing of the community. Review the outreach annually.

July 13, 2010 (Study Session)

3. **IMPROVE ORGANIZATIONAL FUNCTION, CREATE A GREATER SENSE OF COMMUNITY AND CONTINUE COMMUNITY OUTREACH EFFORTS**

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- A. By April 2010, review and assess the college planning process focusing on accomplishments and progress toward the Educational Master Plan goals and objectives.

PUBLIC COMMENTS (NON-AGENDA ITEMS)

A member of the faculty at PCC, Sandra Berger, addressed the Board over concerns about classes that have recently been cut, cuts to adjunct faculty, waiting lists for students and the cuts to summer classes.

ADJOURNMENT

President Bowen adjourned the meeting at 7:15 p.m. The next regular meeting of the Board of Trustees will be held on April 27, 2010. The first order of business will be adjournment to a closed session, as needed. The Board will reconvene in open session at 9:30 a.m.

Assistant Secretary